



***DRAFT***

**MINUTES  
ORDINARY MEETING OF COUNCIL**

***held on***

**WEDNESDAY, 13 NOVEMBER 2024**

**PRESENT**

Councillors Ewen Jones (Mayor and Chair), Stacey Bohm (Deputy Mayor), Craig Davies, Les Lambert (via Audio-Visual Link), Lachlan Roberts, Adine Hoey, Peter Howe, Brian Leak, Judy Smith and Mrs Jane Redden (General Manager), Mr Phil Johnston (Director Community & Economic Development), Ms Melanie Slimming (Director Infrastructure & Engineering Services), Mr Barry Bonthuys (Director Finance & Corporate Strategy), Mrs Marion Truscott (Director Governance) and Mrs Sally McDonnell (Minute Taker).

**WELCOME**

The Chair welcomed those present and declared the meeting open at 5.30pm.

The Chair advised that the meeting is being audio recorded and will be made publicly available on the Council's website, and persons attending the meeting should refrain from making any defamatory statements.

**PRAYER**

The Lord's Prayer was taken by those present.

**ACKNOWLEDGEMENT OF COUNTRY**

The Acknowledgement of Country was made by the Chair.

**STATEMENT OF ETHICAL OBLIGATIONS**

The Statement of Ethical Obligations was made by the Chair.

**APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE OR ATTENDANCE BY AUDIO VISUAL LINK BY COUNCILLORS**

As per Council's Code of Meeting Practice, Councillors may attend and participate in meetings of the Council via audio-visual link with the approval of Council.

A request by Cr Lambert for approval to attend the meeting via audio-visual link was made in writing to the General Manager as he is away representing Council at the NSW Library Conference and is therefore prevented from attending the meeting in person.

**RESOLVED** Crs Davies/Bohm that approval be granted for Cr Lambert to attend the Ordinary Council Meeting of 13 November 2024 via audio-visual link as Cr Lambert is attending the NSW Library Conference and is therefore prevented from attending the meeting in person.

**2024/214**

**CONFIRMATION OF MINUTES**

**RESOLVED** Crs Bohm/Roberts that the Minutes of the Ordinary Meeting held on 9 October 2024 be adopted.

2024/215

**RESOLVED** Crs Davies/Bohm that the Minutes of the Extraordinary Meeting held on 23 October 2024 be adopted.

2024/216

**DISCLOSURES OF INTERESTS**

**Barry Bonthuys (Director Finance and Corporate Strategy) declared a Non-Pecuniary, Not Significant Interest in item 5 of the Community and Economic Report being Narromine Star – Request for Financial Assistance, as his wife is an employee of the Narromine Star. The Director will not be involved in this matter.**

**Barry Bonthuys (Director Finance and Corporate Strategy) declared a Non-Pecuniary, Not Significant Interest in item 1 of the Confidential Report being Legal Advice. The Director will not be involved in this matter.**

**Cr Brian Leak declared a Non-Pecuniary, Not Significant Interest in item 3 – Reports to Council Community and Economic Development being Planning Proposal – Narromine Heavy Industrial Precinct at 397 Craigie Lea Lane, Narromine (PP-2024-5985), as he has an opportunity of grazing sheep on adjacent property “Ballygibbon”. Not long term.**

**Cr Judy Smith declared a Non-Pecuniary, Not Significant Interest in item 3 – Reports to Council Community and Economic Development being Planning Proposal – Narromine Heavy Industrial Precinct at 397 Craigie Lea Lane, Narromine (PP-2024-5985), as she is on a property, 12kms from the Material Distribution Centre (MDC). This is further than the distance between MDC/proposed rezoning area and the township of Narromine.**

**RESOLVED** Crs Bohm/Leak that the disclosures of interests be accepted.

2024/217

**MAYORAL MINUTE****1. MAYORAL DIARY**

**RESOLVED** Crs Jones/Hoey that the information be noted.

2024/218

**2. DEPUTY MAYORAL DIARY**

**RESOLVED** Crs Bohm/Roberts that the information be noted.

2024/219

**MAYORAL MINUTE (Cont'd)****3. DETERMINATION OF INCOME TAXATION FOR COUNCILLORS**

**It was moved** Crs Davies/Hoey that Council resolves that Mayor and Councillor fees be subject to income tax withholding under Part 2-5 of the Taxation Administration Act 1953 - sections 446-5 of Schedule 1, with effect from 14 November 2024.

**A unanimous decision is required for this item.**

**As the motion was not unanimous, the Chair declared the motion LOST.**

**RESOLVED** Crs Leak/Bohm that item 3 of the Community and Economic Development Report – Planning Proposal – Narromine Heavy Industrial Precinct at 397 Craigie Lea Lane, Narromine (PP-2024-5985) be brought forward.

**2024/220**

**REPORTS TO COUNCIL – COMMUNITY AND ECONOMIC DEVELOPMENT**

**Cr Brian Leak declared a Non-Pecuniary, Not Significant Interest in item 3 – Reports to Council Community and Economic Development being Planning Proposal – Narromine Heavy Industrial Precinct at 397 Craigie Lea Lane, Narromine (PP-2024-5985), as he has an opportunity of grazing sheep on adjacent property “Ballygibbon”. Not long term.**

**Cr Judy Smith declared a Non-Pecuniary, Not Significant Interest in item 3 – Reports to Council Community and Economic Development being Planning Proposal – Narromine Heavy Industrial Precinct at 397 Craigie Lea Lane, Narromine (PP-2024-5985), as she is on a property, 12kms from the Material Distribution Centre (MDC). This is further than the distance between MDC/proposed rezoning area and the township of Narromine.**

**3. PLANNING PROPOSAL – NARROMINE HEAVY INDUSTRIAL PRECINCT AT 397 CRAIGIE LEA LANE, NARROMINE (PP-2024-5985)**

**It was moved** Crs Lambert/Davies that Council proceed with public exhibition and consultation in line with the requirements of the Gateway Determination for the Planning Proposal Narromine Heavy Industrial Precinct at 397 Craigie Lea Lane, Narromine (PP-2024-5985) for a minimum period of 30 working days.

**RESOLVED** Crs Lambert/Bohm that Council move into Committee of the Whole to enable full discussion of the matter.

**2024/221**

**3. PLANNING PROPOSAL – NARROMINE HEAVY INDUSTRIAL PRECINCT AT 397 CRAIGIE LEA LANE, NARROMINE (PP-2024-5985)****The following Questions were taken on Notice:**

- What amount of money has Council expended on consultants to date on this project for the last 4 years and how much was Council money and how much was taxpayer/grant money?
- What is the name of the Grant that funded the feasibility study?
- How much did the Industrial Estate at the Narromine Aerodrome cost?

**RESOLVED** Crs Lambert/Bohm that Council move out of Committee of the Whole.

**2024/222**

**The motion was put to the vote and CARRIED**

**2024/223**

A division on the planning matter was called.

**In favour of the motion** was Cr Jones, Cr Davies, Cr Hoey, Cr Roberts and Cr Lambert

**Against the motion** was Cr Bohm, Cr Howe, Cr Smith and Cr Leak

**The Chair adjourned the meeting at 6.42pm.**

**The Chair resumed the meeting at 6.53pm.**

**REPORTS OF COMMITTEES****1. REPORT OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE**

**RESOLVED** Crs Bohm/Hoey;

1. That the recommendations from the minutes of the Audit Risk and Improvement Committee Meeting held on 14 October 2024 be adopted.
2. That the revised Fraud Control Policy as presented to Council be adopted.

**2024/224**

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**REPORTS TO COUNCIL - GENERAL MANAGER****1. 2024/2024 ANNUAL REPORT**

**It was moved** by Crs Hoey/Roberts that the Annual Report for 2023/2024 financial year including the Audited Financial Statements be endorsed by Council.

**RESOLVED** Crs Bohm/Smith that Council move into Committee of the Whole to enable full discussion of the matter.

**2024/225****The following questions were taken on notice:**

- How many complaints were received by Council, and how many were satisfactorily resolved?
- Legal Proceedings – What is the likely cost to Council?

**Cr Howe raised a question in relation to Regional Quarries. Jane Redden (General Manager) declared an interest and left the meeting room at 7.03pm**

**The following questions were taken on notice:**

- What does the contract payment of Regional Quarries Australia relate to?
- What 7.11 payments were made from Quarries to Council's road projects?

**Jane Redden (General Manager) returned to the meeting at 7.09pm**

**RESOLVED** Crs Davies/Roberts that Council move out of Committee of the Whole.

**2024/226**

**The motion was put to the vote and CARRIED**

**2024/227****2. STATE OF OUR SHIRE REPORT**

**RESOLVED** Crs Lambert/Davies that the State of our Shire Report for the previous term of Council be noted.

**2024/228**

**REPORTS TO COUNCIL - GENERAL MANAGER (Cont'd)****3. REVIEW OF THE COMMUNITY STRATEGIC PLAN****RESOLVED** Crs Lambert/Davies;

1. That the actions to be undertaken to review the Narromine Shire Community Strategic Plan be endorsed.
2. That community consultation be undertaken by staff to review the Narromine Shire Community Strategic Plan from 25 November 2024 through to 31 January 2025.
3. That a draft Community Strategic Plan be presented to Council in early 2025 for endorsement prior to public exhibition.
4. That a drop-in session be held in Tomingley.

**2024/229****4. CODE OF CONDUCT STATISTICS REPORT****RESOLVED** Crs Bohm/Davies that the Code of Conduct Statistics Report for 1 September 2023 to 31 August 2024 be noted.**2024/230****5. LOCAL GOVERNMENT REMUNERATION TRIBUNAL REVIEW****RESOLVED** Crs Davies/Bohm that Council does not make a submission.**2024/231****REPORTS TO COUNCIL – FINANCE AND CORPORATE STRATEGY****1. INVESTMENT REPORT AS AT 31 OCTOBER 2024****RESOLVED** Crs Hoey/Roberts;

1. That the report regarding Council's Investment Portfolio be received and noted;
2. That the certification of the Responsible Accounting Officer be noted and the report adopted.

**2024/232****2. FINANCIAL REPORT – 31 OCTOBER 2024****RESOLVED** Crs Bohm/Hoey that the financial report as at 31 October 2024 be received and noted.**2024/233**

**REPORTS TO COUNCIL – FINANCE AND CORPORATE STRATEGY (Cont'd)****3. 2024-2025 REQUESTS FOR FINANCIAL ASSISTANCE****RESOLVED** Crs Davies/Roberts;

1. That Council allocate funding from the Community Donations Fund as follows:-
 

Trangie CWA	\$4,618.06
Narromine Hospital Auxiliary	\$2,000.00
Narromine Lion's Club	\$ 835.00
Narromine District Junior Rugby League Club	\$2,000.00
Orana Beekeepers Inc	\$ 400.00
Narromine Junior Gorillas	\$2,000.00
Narromine Tennis Club	<u>\$2,000.00</u>
	\$13,853.06
  
2. That Council confirm the following annual contributions:
 

Tomingley Advancement Association/Australia Day Committee	\$ 500.00
Narromine Australia Day	\$ 500.00
Trangie Australia Day	\$ 500.00
Narromine District Cricket Association	\$1,000.00
Mungery Hall Trust	\$1,500.00
Western Regional Academy of Sport	\$ 415.00
Rotary Club of Narromine/Lions Club/Venetian Carnival	\$2,727.27
Rotary Club of Narromine (Wetlands)	\$3,000.00
School Donations	<u>\$ 700.00</u>
	\$10,842.27
  
3. That any donations for an event not be paid until Council receives formal confirmation the event will proceed.

**2024/234**

Cr Hoey advised that Transport for NSW for the Western Region Sport and Active Recreation Transport Program provides funding for transport to community organisations for sport and active recreation.

**4. QUARTERLY BUDGET REVIEW STATEMENT – 30 SEPTEMBER 2024****RESOLVED** Crs Lambert/Hoey;

1. That the document entitled "Quarterly Budget Review Statement – 30 September 2024", as attached to the report, be noted;
2. That the variations of income, operating expenditure, capital expenditure and reserves as identified in the "Quarterly Budget Review Statement – 30 September 2024" be approved and voted.

**2024/235****REPORTS TO COUNCIL – COMMUNITY AND ECONOMIC DEVELOPMENT****1. DEVELOPMENT APPROVALS****RESOLVED** Crs Hoey/Roberts that the information be noted.**2024/236**



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**REPORTS TO COUNCIL – COMMUNITY AND ECONOMIC DEVELOPMENT (Cont'd)****2. TRANSFER OF CROWN ROAD TO COUNCIL – WYNSLEY LANE EXTENSION**

**RESOLVED** Crs Hoey/Bohm that Council apply to transfer the approx. 162m section of road (Wynsley Lane) adjacent Lot 1 DP193598 and Lot 9 DP755119 from Crown Land to Council.

**2024/237**

**4. TRANGIE TRUCK AND TRACTOR SHOW – REQUEST FOR FINANCIAL SUPPORT**

**RESOLVED** Crs Davies/Bohm that a financial commitment of \$10,000 be made to the Trangie Truck and Tractor Show 2025 in Council's Operational Plan for 2025/2026.

**2024/238**

**Barry Bonthuys (Director Finance and Corporate Strategy) declared a Non-Pecuniary, Not Significant Interest in item 5 of the Community and Economic Report being Narromine Star – Request for Financial Assistance, as his wife is an employee of the Narromine Star. The Director will not be involved in this matter.**

**Barry Bonthuys (Director Finance and Corporate Strategy) left the meeting at 7.22pm.**

**5. NARROMINE STAR – REQUEST FOR FINANCIAL ASSISTANCE**

**RESOLVED** Crs Hoey/Davies that the lease fee for Part 37 Burraway Street, Narromine remain as per Council's adopted fees and charges.

**2024/239**

**Barry Bonthuys (Director Finance and Corporate Strategy) returned to the meeting at 7.24pm**

**REPORTS TO COUNCIL – INFRASTRUCTURE AND ENGINEERING SERVICES****1. WORKS REPORT**

**RESOLVED** Crs Hoey/Bohm that the information be noted.

**2024/240**

**2. PROPOSED INITIATIVE FOR FREE COLLECTION OF PROCESSED FOGO COMPOST**

**RESOLVED** Crs Lambert/Bohm that Council allocate the necessary funds from the Waste Fund's operational budget to support the FOGO Education and Responsible Waste Management Initiative and commence the project in mid-November.

**2024/241**

**It was noted** that a report will be prepared for February Council Meeting providing a summary of the initiative.

**REPORTS TO COUNCIL – INFRASTRUCTURE AND ENGINEERING SERVICES (Cont'd)****3. CEMETERY MASTER PLAN****RESOLVED** Crs Hoey/Lambert;

1. That Council endorse the draft Cemetery Master Plan and place it on public exhibition from late November 2024 until January 15, 2025.
2. That a report is presented to Council in early 2025 to consider any written submissions and adopt the Cemetery Master Plan.

**2024/242****NOTICE OF MOTIONS REPORT****1. SMART WATER METERS**

**It was moved** Crs Howe/Bohm that Council staff investigate and report on the following to the December 2024 Council Meeting:

- Number of complaints about water meters since smart water meters have been installed.
- Number of complaints that have been addressed and resolved.
- Number of water bills with a percentage increase of more than 10-15% and above.
- Current processes for dealing with water complaints.
- Current percentage increase in water bills prior to the new smart meters being installed.
- Amount of water Narromine Shire has pumped in the last quarter in Narromine.
- Amount of water Narromine residents have been billed for in the last quarter (total metered consumption).

**It was noted** that it would be preferable for a report to be provided to the February Council Meeting.

**With the concurrence of the mover and the seconder it was RESOLVED** that Council staff investigate and report on the following to the February 2025 Council Meeting:

- Number of complaints about water meters since smart water meters have been installed.
- Number of complaints that have been addressed and resolved.
- Number of water bills with a percentage increase of more than 10-15% and above.
- Current processes for dealing with water complaints.
- Current percentage increase in water bills prior to the new smart meters being installed.
- Amount of water Narromine Shire has pumped in the last quarter in Narromine.
- Amount of water Narromine residents have been billed for in the last quarter (total metered consumption).

**2024/243**

**QUESTIONS WITH NOTICE REPORT****1. NO PARKING SIGNS – LIGHT VEHICLE PARKING AREA ON BURRAWAY STREET, NARROMINE**

**RESOLVED** Crs Leak/Davies that a report be presented to the Local Traffic Committee to be held in February, to further investigate options for truck parking on Burraway Street, Narromine.

**2024/244****BUSINESS WITHOUT NOTICE – URGENT MATTERS****1. DECEMBER ORDINARY COUNCIL MEETING**

**RESOLVED** Bohm/Davies that the December Ordinary Council Meeting be held on Tuesday, 10 December 2024, to allow for Councillors to attend the Venetian Carnival.

**2024/245****CONFIDENTIAL MATTERS REPORT**

**Barry Bonthuys (Director Finance and Corporate Strategy) declared a Non-Pecuniary, Not Significant Interest in item 1 of the Confidential Report being Legal Advice. The Director will not be involved in this matter.**

**Barry Bonthuys (Director Finance and Corporate Strategy) left the meeting at 7.39pm.**

**Item from the General Manager: -****1. LEGAL ADVICE**

**RESOLVED** Crs Davies/Bohm that Council move into Closed Meeting in accordance with Sections 10A(2)(g) and 10B(2) of the Local Government Act 1993, to consider the advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and is therefore not in the public interest to disclose.

**2024/246**



**OPEN COUNCIL**

**The Chair advised that there were no motions resolved in Closed Meeting in relation to the matter, being Legal Advice.**

There being no further business the meeting closed at 8.01pm

The Minutes (pages 1 to 12) were confirmed at a meeting held on the day of \_\_\_\_\_ 2024 and are a full and accurate record of proceedings of the meeting held on 13 November 2024.

**Chair**